

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON TUESDAY, MARCH 11, 2014 AT 6:00 P.M.

PRESENT: Jack Meyers, Vice Chairman  
Cindy Skipchak, Secretary  
Bob Malchetske, Member  
Richard Trochinski, Member  
Carter Richter, Member  
Joe Gonyo, Member  
Nolan Wallenfang, Member

EXCUSED: Dave Richter, Chairman  
Ruth Topham, Member

OTHERS PRESENT: LeRoy Dissing, Director  
Philip Robinson, Deputy Director  
Karen Davis, Administrative Assistant

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 6:00 p.m. by Meyers.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Malchetske/Wallenfang) to approve the amended agenda as attached. All ayes. Motion carried.

Action on Minutes: Motion/second (Malchetske/C. Richter) made a motion to approve the minutes of the 2/11/14 Health & Human Services Board meeting. All ayes. Motion carried.

Meyers requested an update regarding petroleum in the same facility as food items. Dissing updated Committee members that he spoke with Corporation Counsel and Environmental Specialist. It was found that as long as there was a wall separating, there was no issue. Discussion followed.

Signing of Vouchers: Motion/second (Wallenfang/Trochinski) to approve the March Health & Human Services vouchers. All ayes. Motion carried.

Motion/second (Wallenfang/Trochinski) to approve the Veteran's Services vouchers. All ayes. Motion carried.

Appearances: None.

Public Comment (3 minutes): None.

Correspondence: Committee Appointments: Dissing updated Committee members regarding the various appointments/re-appointments needed. This will be presented at the next DHHS meeting and the next County Board meeting for approval.

Veteran's Service Office Report: No report.

Advisory Committee Reports: Aging: The next meeting will be held on March 19, 2014 at the Green Lake County Government Center.

Health Advisory Committee: The next meeting will be held on April 9, 2014.

Family Resource Council: The meeting was held on March 3, 2014. The meeting was held last week with no quorum. Trochinski reported that there was discussion regarding the various service reports. Trochinski also expressed concerns regarding attendance. Dissing reported that the list of Committee members is being reviewed.

Transportation Coordinating Committee: The next meeting will be held on March 12, 2014 at Fox River Industries.

Advocap/Headstart Report: Gonyo reported that the next meeting will be held Thursday, March 13, 2014.

ADRC Coordinating Committee Report: The next meeting will be held on March 12, 2014 at Marquette County.

Quad County Family Resource Network Council Committee: The next meeting will be held on March 12, 2014 at Marquette County.

Unit Reports: Administrative: No report.

Aging/Long Term Care: Food Pantry Space Proposal: Dissing updated Committee members that staff met with Scott Weir, Maintenance, explaining the need to install a freezer/cooler inside the food pantry facility. Discussion followed.

Children & Families Unit: No report.

Clinical Services Unit: Robinson reported regarding the CCS Consortium being formed.

Robinson also updated Committee members regarding the Netsmart software being upgraded and anticipated to go live in October 2014.

Robinson reported regarding the CCS 101 training which was held recently.

Economic Support Services: Dissing reported regarding that the childless adult applications have been sent to the counties to process. Discussion followed.

Dissing reported that a request was made for an additional \$30,000.00 in crisis funding from the State. Dissing reported that \$20,000.00 was awarded. Discussion followed.

Fox River Industries: DVR State LTE Internship/2<sup>nd</sup> Summer Program Aide (LTE): Dissing explained the Summer Program Aide and what this entails including working with the children that are not in school in the summer. Dissing reported that there is a proposal for a second LTE DVR Internship Program which DVR would pay for one of the positions. Discussion followed. Motion/second (Skipchak/Malchetske) to approve management staff hiring the Summer Program Aide and the DVR State LTE Internship Summer Program Aide positions. All ayes. Motion carried.

Health: Current Health Abatements: None.

Approve Family Support Plan 2014: Dissing presented the 2014 Family Support Plan for approval reporting that nothing had changed from the 2013 plan which was approved by the Family Resource Council. Motion/second (C. Richter/Trochinski) to approve the 2014 Family Support Plan. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: Food Pantry Freezer: Dissing presented two bids for the Food Pantry Freezer: Dykstra - \$20,205 and Pulvermacher - 20,931. Dissing also reported that there was a bid presented for a used freezer. It was suggested to get a quote from Moriarty Refrigeration - Berlin. Discussion followed. The recommendation is to approve bid from Pulvermacher or Moriarty, whichever is cheaper.

Motion/second Malchetske/Trochinski) to approve bid for the cooler/freezer from Pulvermacher or Moriarty, whichever is cheaper and forward to Property & Insurance the Dykstra, Pulvermacher and Moriarty bids with the recommendation for approval. All ayes. Motion carried.

Dissing reported that Bradley has received grant funding in the amount of \$15,000 to go towards the purchase of the freezer system. Dissing reported that there is additional funding available in the donation account.

Health & Human Services Budget: Budget 2013: Dissing reported that the auditors will be coming in the near future.

Budget 2014: No discussion.

Committee Discussion: Administrative Committee Report: No report.

Finance: No discussion.

Personnel: No discussion.

Vacant Position(s) Review: Summer Program Aide (LTE): Approved above.

Property & Insurance: No discussion.

IT Committee: No discussion.

Facilities & Security Committee Report: No meeting.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, April 8, 2014 at 6:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: Committee appointments

Committee Discussion: No discussion.

Closed Session per WI Statute 19.85 (1)(c) (considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Motion/second (C. Richter/Skipchak) to go to closed session. Roll call vote. C. Richter; Skipchak-aye; Trochinski-aye; Gonyo-aye; Meyers-aye; Malchetske-aye; Wallenfang-aye. All ayes. Motion carried.

Return to Open Session for Decision: Motion/second (Wallenfang/C Richter) to adjourn closed session and return to open session. Roll call vote. All ayes. Motion carried.

Motion/second (Malchetske/Skipchak) to approve the annual evaluation for LeRoy Dissing, Director. All ayes. Motion carried.

Adjournment: Motion/second (Wallenfang/Malchetske) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 7:10 p.m..